

DEFINITION OF LABOR CLASSIFICATIONS

The following definitions of the labor classifications are provided to aid in the preparation of the technical and cost portions of your proposal.

(a) Professional

(1) Level 4 - Plans, conducts and supervises projects of major significance, necessitating advanced knowledge and the ability to originate and apply new and unique methods and procedures. Supplies technical advice and counsel to other professionals. Generally operates with wide latitude for un-reviewed action.

Typical Title: Project Leader, Contract Manager, Chief Engineer

Normal Qualifications: Ph.D. Degree or equivalent [see paragraph (c)]

Experience: 10 years minimum

(2) Level 3 - Under general supervision of project leader, plans, conducts and supervises assignments normally involving smaller or less important projects. Estimates and schedules work to meet completion dates. Directs assistants, reviews progress and evaluates results, makes changes in methods, design or equipment where necessary. Operates with some latitude for un-reviewed action or decision.

Typical Title: Project Engineer, Group Leader

Normal Qualifications: Master's Degree or equivalent [see paragraph (c)]

Experience: 6 years minimum

(3) Level 2 - Under supervision of a professional level 3 or 4, carries out

assignments associated with specific projects. Translates technical guidance received from supervisor into usable data applicable to the particular assignment; coordinates the activities of a technician level 1 or 2. Work assignments are varied and require some originality and ingenuity.

Typical Title: Engineer, Analyst

Normal Qualifications: Bachelor Degree or equivalent [see paragraph (c)]

Experience: 3 years minimum

(4) Level 1 - Lowest of entering classification. Works under close supervision of professional level 3 or 4. Gathers and correlates basic data and performs routine analyses. Works on less complicated assignments where little evaluation is required.

Typical Title: Junior, Associate

Normal Qualifications: Bachelor Degree or equivalent [see paragraph (c)]

Experience: 0 years minimum

(b) Technician

(1) Level 3 – Performs non-routine and complex assignments. Works under general supervision of a scientist or engineer. Performs experiments or tests which may require nonstandard procedures and complex instrumentation. Records, computes, and analyzes test data; prepares test reports. May supervise lower level technicians.

Typical Title: Senior Technician

Experience: 6 years or more

(2) Level 2 – Performs assignments that are normally standardized.

Operates testing or processing equipment of moderate complexity. May construct components or subassemblies of prototype models. May troubleshoot malfunctioning equipment and make simple repairs. Extracts and processes test data.

Typical Title: Technician

Experience: 2-6 years

(3) Level 1 – Performs simple and routine tasks or tests under close

supervision. Records test data and may prepare simple charts or graphs.

Performs routine maintenance and may install or set up test equipment.

Typical Title: Junior Technician, Technician Trainee

Experience: 0-2 years

(c) Experience/Qualification Substitutions

(1) Any combination of additional years of experience in the proposed field of expertise plus full time college level study in the particular field totaling four years will be an acceptable substitute for a Bachelor Degree.

(2) A Bachelor Degree plus any combination of additional years of experience and graduate level study in the proposed field of expertise totaling two years will be an acceptable substitute for a Masters Degree.

(3) A Bachelor Degree plus any combination of additional years of experience or graduate level study in the proposed field of expertise totaling four years or a Master's Degree plus two years of either additional experience or graduate level study in the proposed field of expertise will be an acceptable substitute for a Ph.D. Degree.

(4) Additional years of graduate level study in an appropriate field will be considered equal to years of experience on a one-to-one basis.